



MGMS PTO 2022-23

Minutes for Board Meeting September 8, 2022 MGMS Library

1. Welcome and call to order: 6:07 pm
 - a. Establish Quorum:
 - i. Quorum established
 - b. Minutes: minutes of 8/5/2022 meeting accepted

2. Existing Business
 - a. President's Report (Adrienne Baldwin)
 - i. Vote on Die Cut Machine for school – Accucut ranging from \$250-\$500.
 1. Motioned, Second. Motion Passed
 - ii. Vote on purchasing XL and XXL shirts for August Teacher Appreciation (Part of the September Spirit wear Fundraiser) – We need 24 shirts at \$15 per shirt=\$360
 1. Motioned, Second. Motion Passed
 - iii. Vote on ordering 10 sealable clear bins for the Stock-The-Pantry items (Teacher Appreciation)
 1. Band, 900, PE/art, BSS/theater, 300, 400, 500, 600, 700, SAILS/ESL
 2. PTO will spend up to \$200
 3. Motioned, Second. Motion Passed
 - iv. MGMS PTO room is now 509. All our belongings have been moved – Jennifer confirmed safe and file cabinets have been moved.
 - v. We need to locate the original 50c3 letter – Bernadette will take care of IRS problems.
 1. Needed for PayPal, Wix Website SEO status, Canva, etc.
 - vi. Ordered supplies from Amazon: organizer cart, caddy, plastic knives, plastic spoons, plastic forks napkins, 204 plates, scotch tape, receipt pad for cash payments, gray tablecloths for teacher lounge
 - vii. Address Change – not suppose to use school address. Adrienne and Bernadette will go to Postal Plus tomorrow and purchase a P.O. Box (\$165)
 - viii. We need to finish updating the username/password document in the drive
 1. Missing: IRS, Texas Comptroller, Facebook, FBISD Fundraiser Request

 - b. Vice President's Report (Karina Magalong)
 - i. Gator Grant is revised: \$1000 / 4 = \$250 per grant. Apply via GOOGLE FORM, or the PDF.
 1. 5 Applications submitted:
 - a. Band-Private lessons for 1 student or 5-7 Master classes (More information needed, will reconsider in Spring)
 - b. Orchestra-Field Trip transportation, music (yes)
 - c. 8th Science-Partitions, voice amplification, light covers (yes)
 - d. 6th Math-Flexible seating stools (yes)
 - e. 7th Councilor-Supplies for Health lesson (PTO will donate needed supplies)
 2. Motioned, Second. Motion Passed-approved Orchestra, 8th science, and 6th Math
 3. Grant Recipients will be invited to October meeting to receive grant money -done at beginning of meeting



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4. A separate meeting will be set up to create more guidelines for Gator Grant.
- ii. Birthday Marquee
 1. Marquee is not working and will be given to Spanish club as their fundraiser.
- iii. Spirit Nights
 1. Crumbl Cookie confirmed for 5/2
 2. Kendra Scott Submitted on Aug. 29, 2022. Waiting for approval for April 2023
- c. Treasurer's Report (Mia Jones and Bernadette Nwazo)
 - i. Beginning Balance \$22,947.62 as of July 1, 2022
 - ii. Ending Balance \$24,257.27 as of September 8, 2022
 - iii. Income
 1. Refund coming from Teacher Tailored (School supply fundraiser) \$1600 coming end of October
 2. Spirit Night check deposit from Jeremiah's (June-Aug 2022) \$65.98
 3. Open House PTO table \$1,315.98
 - a. Membership
 - b. Spirit night check
 - c. Spirit wear sales
 4. Venmo and Zelle active and linked to Chase account
 5. Vote on Tentative Budget for 2022-2023
 - a. Motion, Second. Motion Passed
 6. Water Cooler invoice needs to be paid \$318.89 due 8/1/22 – Mia will get this paid.
 - a. Pay via check now. Set up ACH auto-pay for future
- d. Fundraising (Bernadette Nwazo)
 1. Check from Elara Ortho for \$1500 was picked up
 2. Call area car wash businesses to set up a car wash spirit night/fundraiser for September or October – Adriene and Bernadette will work on this.
 3. Boo Grams for October – we will talk about this next meeting
 4. School nurse requested water bottle fundraiser
 5. Vote on APEX presentation, we will discuss with Dr. Collins and get his feedback
 - a. Motioned, Second. Motion Passed to consider with Dr. Collins
- e. Spirit Wear (Shakti Tibrewal, Adrienne Baldwin)
 - i. Website for Gator Gear Store is <https://stores.inksoft.com/gar310/shop/home>
 - ii. Sale run September 7-October 2
- f. Membership (Xuan Do, Katina Magalong, Adrienne Baldwin)
 - i. Total members to date: 91 (including 11 board members)
 1. Currently 3 members have signed up but not yet paid dues.
 - ii. Welcome Letter was sent out 9/6/22
- g. VIPS (Lauren Allaire)
 - i. Upcoming volunteer opportunities SUG-



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1. Stock the Pantry (Oct)
 2. Toothpaste drive (Nov)
 3. Dessert Bar (Dec)
 - ii. Decorating Committee (Nov 18 and Jan 6) Tree and Teacher's lounge. Work with Ayesha?
 - h. Teacher Appreciation (Jennifer Segee)
 - i. August – 22 teachers we need to order shirts for
 - ii. September 16 - Free MGMS youth spirit wear for teacher children, and playdoh
 1. Fun Fact Friday per Ms. Rutledge's request. Voted to purchase playdoh at Open House.
 - iii. October – Stock the Pantry (Donations: Popcorn and candy bar)
 - iv. November – Chick-fil-A Karina may have a small business to sponsor
 - v. December – Dessert Bar (Donations)
 - vi. Ideas for Jan-May
 1. Possibly other appreciation days
 - a. Custodial (Oct 2)
 - b. Para (April 5)
 - c. Bus drive (April 25)
 - vii. Teacher of the Month – discuss next meeting
 - i. Media Coordinator (Sharon Sassen)
 - i. Website is up and running via WIX www.garciamspto.org
 - ii. Toolkit is closed and deactivated
 - j. Programs Coordinator (Ayesha Shoib)
 - i. Attended Career Day meeting with Ms. Rutledge
 1. Career Day Jan. 19
 2. Volunteers need, lunches provided for presenters, pizza for HS students, snacks and water for breakfast
3. New Business
 - i. Next meeting October 6th, 6:00pm at MGMS library
 4. Adjournment 7:32 pm

Minutes Compiled by: Tanya Mangum, Secretary